

## Roadmap to Advising and Mentoring

**Use this roadmap to identify a range of advisors and mentors who can help you make the most of your SEAS graduate experience.**

Faculty	SEAS Center Staff	UM Staff	Current Students	Alumni/Employers
<p><b>SEAS Faculty Advisor</b></p> <ul style="list-style-type: none"> <li>The role of the general faculty advisor is to assist you in developing a course of study, which includes advice on courses and co-curricular activities and career guidance.</li> <li>Note: Students have the opportunity to switch their general faculty advisor. The process would include completing the <a href="#">change of advisor form</a> and asking their current and new advisor to approve the change.</li> </ul>	<p><b>Student Development &amp; Student Support Team</b></p> <ul style="list-style-type: none"> <li>Current SEAS Graduate Students, if you have General Questions, Advising, or Registration Questions, contact: <a href="mailto:seas.gradsupport@umich.edu">seas.gradsupport@umich.edu</a></li> <li>Current PitE Undergraduate Students General Questions around Support: <a href="mailto:environment.program@umich.edu">environment.program@umich.edu</a></li> <li>SEAS graduate current student, Funding/Fellowships Contact: <a href="mailto:SEAS-Financial-Aid@umich.edu">SEAS-Financial-Aid@umich.edu</a></li> </ul>	<p><b><a href="#">Central Financial Aid</a>, 2500 Student Activities Building, 515 E. Jefferson St.</b></p> <ul style="list-style-type: none"> <li>FAFSA information</li> <li>Federal loans</li> <li>Financial literacy</li> <li>Supplemental borrowing</li> <li>Emergency funding</li> </ul>	<p><b>Student Leaders for your Specialization (MS Only)</b></p> <ul style="list-style-type: none"> <li>Help first-year students adjust to life at SEAS</li> <li>Track leaders coordinate course previews.</li> </ul> <p><b>BEC:</b> Maddie Parrish &amp; Maaike Wielenga  <b>ESM:</b> Liam Connolley &amp; Ezekial Herrera-Bevan  <b>GDS:</b> Laura Gumper &amp; Melissa Mattwig  <b>EJ:</b> Erin Posas &amp; Maria Dozier  <b>EPP:</b> Joe Pitti &amp; Joel Weltzien  <b>SusDev:</b> Jasmyn Joel, Nikita Hahn &amp; Kaitlyn Sledge  <b>SusSys:</b> Hailey McQuaid &amp; Karan Dhanak</p>	<p><b>SEAS Alumni Channels for Connecting with SEAS Alums</b></p> <ul style="list-style-type: none"> <li><a href="#">SEAS Community Network(SEASnet)</a> - online community for mentorship</li> <li>Career Trek – An in person or virtual trip to engage with alums in the field through panels and events</li> <li><a href="#">Career Days</a> - A series of panels that engages over 30 alums.</li> <li>Alumni Podcasts- 4 times a year we share interviews with alumni and a current student.</li> <li><a href="#">LinkedIn</a> - Connect with alumni by updating your profile to the SEAS page.</li> </ul>

<p><b>Master's Project Mentor</b></p> <ul style="list-style-type: none"> <li>● Suggest completing the <a href="#">MP mentoring plan</a> to establish shared expectations</li> <li>● Provides guidance throughout the master's project, including through regularly scheduled meetings</li> <li>● Assists in establishing and rapport with the client</li> <li>● Approves final deliverables at the end of the project which may/not include peer-reviewed publications</li> </ul>	<p><b>Nate Geisler, SEAS Assistant Director of Experiential Learning, Student Center</b></p> <ul style="list-style-type: none"> <li>● General master's project questions</li> <li>● Master's project deadline</li> <li>● Master's project client question</li> <li>● Assists employer-related programming and planning: Career Trek and Industry Coffee Chats</li> <li>● Assists in managing Employer Partnerships</li> </ul>	<p><b><a href="#">Counseling and Psychological Services (CAPS)</a>, Michigan Union, 530 S. State Street, Suite 4079</b></p> <ul style="list-style-type: none"> <li>● Short-term individual counseling</li> <li>● Referral services for long-term counseling</li> <li>● Mental health and wellness workshops &amp; groups</li> <li>● Mental crisis services</li> <li>● Gender affirming services for trans/non-binary students</li> </ul>	<p><b><a href="#">Student American Society of Landscape Architects (SASLA)</a></b></p> <p><b>President:</b></p> <p><b>VP:</b></p> <p><b>MLA Track Leaders:</b> Ted Vuchinich &amp; Izzy Shehab</p> <ul style="list-style-type: none"> <li>● Organizes outings and social events for MLA students</li> </ul> <p>Resources for MLA specific questions and concerns.</p>	<p><b>UM Alumni</b></p> <p><b>Channels for Networking with UM Alumni</b></p> <ul style="list-style-type: none"> <li>● <a href="#">UM Alumni Association</a></li> <li>● <a href="#">LinkedIn Official Group</a></li> </ul> <p>The Alumni Association of the University of Michigan provides a community for verified U-M alumni and students to network and gain career advice and professional development.</p>
<p><b>Master's Thesis Mentor</b></p> <ul style="list-style-type: none"> <li>● Suggest completing the <a href="#">Rackham graduate student mentoring plan</a> to establish shared expectations</li> <li>● Provides guidance throughout the master's thesis process, including through regularly scheduled meetings</li> <li>● Approves thesis and supports publication of thesis research in peer reviewed publications</li> </ul>	<p><b>SEAS Career Counselors, <a href="mailto:seas-careers@umich.edu">seas-careers@umich.edu</a></b></p> <ul style="list-style-type: none"> <li>● Resume, CV, and cover letter help</li> <li>● Job interview questions</li> <li>● Mock interview appointments</li> <li>● Job strategy support</li> <li>● Networking help</li> <li>● Plans and supports MLA Job Shadow program (Jenna)</li> <li>● Supports planning for Career Days</li> </ul>	<p><b><a href="#">University Health Services (UHS)</a>, 207 Fletcher St</b></p> <ul style="list-style-type: none"> <li>● Medical clinic</li> <li>● Wolverine Wellness is part of UHS that fosters personal &amp; community well-being for U-M students, in college and beyond.</li> </ul>	<p><b><a href="#">SEAS Student Government Representatives</a></b></p> <p>Supports SEAS students with their social, academic, professional, and community needs.</p>	

<p><b>Specialization Coordinators</b> Your additional contacts for questions related to the specializations</p> <p><b>BEC</b> – Ray De Young <b>ESM</b> – Johannes Foufopoulos <b>GDS</b> – Meha Jain <b>EJ</b> – Kyle Whyte <b>EPP</b> – Steve Yaffee <b>SusDev</b> – Pam Jagger <b>SusSys</b> - Michael Craig <b>LA</b> - Stan Jones</p>	<p><b>Cindy Richard, SEAS Associate Director of Career Services, Student Center</b></p> <ul style="list-style-type: none"> <li>• Plans professional skills workshops</li> <li>• Plans and manages the green career fair</li> <li>• Assists in planning and managing all events and programs</li> <li>• Manages internship funding opportunities</li> </ul>	<p><b><u>The Spectrum Center</u>, Michigan Union, 530 S. State Street, Suite 3020</b></p> <ul style="list-style-type: none"> <li>• Resource for LGBTQ+ students and allies</li> <li>• Peer mentorship</li> <li>• Crisis response and support</li> </ul>	<p><b>Ph.D. Representative to Student Government</b> <b>Tiffany Dias</b></p> <ul style="list-style-type: none"> <li>• Can answer Ph.D. student questions and concerns. Can act as a Ph.D. representative to the SEAS administration</li> </ul>	
	<p><b>Kim Elliott, Assistant Dean, SEAS Student Center</b></p> <ul style="list-style-type: none"> <li>• Guides SEAS students to resources and solutions</li> <li>• Plans &amp; supports student development &amp; the SEAS student experience</li> <li>• Student Leadership Development</li> <li>• Policies</li> </ul>	<p><b><u>Services for Students with Disabilities</u>, G-664 Haven Hall, 505 South State St.</b></p> <ul style="list-style-type: none"> <li>• Submit accommodation requests to this office.</li> <li>• They offer a paratransit service</li> <li>• Can sign up for an academic coach</li> </ul>	<p><b><u>GRIN Fall Mentorship Program</u></b></p> <ul style="list-style-type: none"> <li>• Fosters friendship and builds valuable connections with peers across Rackham.</li> </ul>	

	<p><b>Vanesa Jackson, Program Manager, Graduate and Undergraduate Student Diversity Services</b></p> <ul style="list-style-type: none"> <li>• Navigating social identities</li> <li>• DEI programming &amp; professional development</li> <li>• Inclusive language in teamwork</li> <li>• Addressing tokenism and marginalization in the classroom</li> <li>• Intercultural communication approaches</li> </ul>	<p><b><u>The International Center</u>, 515 E Jefferson St, Ann Arbor</b></p> <ul style="list-style-type: none"> <li>• Visa questions</li> <li>• University international travel Questions</li> <li>• Workshops for international students</li> </ul>		
		<p><b><u>Sweetland Center for Writing</u>, 1310 North Quad</b></p> <ul style="list-style-type: none"> <li>• They offer face-to-face writing help for graduate students in their Writing Workshop.</li> </ul>		
		<p><b><u>Rackham Fellowship Office</u>, 0120 Rackham Building, 915 E. Washington St.</b></p> <ul style="list-style-type: none"> <li>• Various fellowship competitions</li> <li>• Conference travel funding</li> <li>• Emergency funds</li> </ul>		

# ROADMAP TO MENTORING

## **Tips for Getting the Mentoring You Want:**

Consider what you personally need when meeting with your mentor

1. Set expectations, goals, requirements, agendas and keep notes
2. Develop a mentoring plan
3. Break tasks into manageable pieces
4. Be respectful of your mentor's time and prioritize topics
5. Take the initiative and drive the partnership
6. Do an annual review of your progress and the mentoring relationship

## **The process of mentoring is realized through 4 stages:**

1. **Developing a plan for mentee own development.** The essence of the stage is in setting up the protégé (mentee) for the results they seek, and the role of the mentor is reduced to observation and minimal assistance in the plan development.
2. **Independent learning.** At this stage, the role of the mentor is limited to help in non-standard situations and the maintenance of the protege's motivation.
3. **Support.** The most important stage. During this period the protégé will most often appeal to the mentor. However, an experienced mentor should not answer the question but only point to the source of knowledge.
4. **Evaluation of results.** Evaluation should be conducted by the protege, and the mentor should only indicate possible errors in the analysis.

## **Mentoring Resources**

1. **Rackham:** [How to get the mentoring you want: a guide for graduate students](#)
2. **The Council of Graduate Schools:** ["Quick Start Guide for Great Mentoring in Graduate School"](#)